

POSITION GUIDE FOR SOCIAL SECURITY COVERAGE

For use in Social Security determinations, SSA uses the Core Data Codes as issued by DESE.

The attached document is Exhibit 10 of DESE's Core Data Manual and is an explanation of Courses, along with DESE certificate requirements that School districts use for reporting employee activity.

All courses on pages 1 through 14 (ending with the "19 Special Education" section) are included as "Teacher" positions.

Courses beginning with "88", starting on page 15, are the start of the Non Teaching Assignments as categorized by DESE. In that description it states: "For non-teaching assignments (88xxxx) the third digit from the left generally matches the first digit of the position code (e.g., assignment 885200 and position code 50)."

All position codes 10 through 60 are excluded from Social Security coverage.

For Position Codes 70, 80, and 90, districts should refer to the Requirements column to assess Social Security coverage. If a DESE issued Certificate of License to Teach is required, then the position is excluded from Social Security.

If a school district employee occupies a position excluded from Social Security coverage, then any compensation received by the employee for extra duties performed or additional positions occupied while in that position, will be excluded from Social Security coverage. Conversely, if the employee occupies a position covered by Social Security, then any compensation received by the employee for extra duties performed while in that position, or for any additional positions occupied by the employee with the same employer, that compensation will be covered by Social Security.

Note: Position Code #887800 *Parent Educator* references requirements on "Exhibit 8" of the DESE Core Data Manual. Exhibit 8 shows educational degrees as requirements for this position, and a certificate of license to teach is not required. Because the position does not require a teaching certificate, it is covered for Social Security.

COURSE CODE/CERTIFICATE REQUIRED
(Screens 20, 22 and 24)

(All certification must be at proper grade level unless otherwise specified.)

COURSE CODE/NAME	ABBREVIATION	CERTIFICATE REQUIRED
✓ 01 AGRICULTURE		
014000 General Agriculture	GEN AG	GEN AG, AG ED
016700 Exploring Agriculture, Grades 7-8	EXPLOR AG	GEN AG, AG ED
016741 Agribusiness Sales & Marketing	AGBUS MKT	AG ED
016742 Agricultural Communications and Leadership	AG COMM	AG ED
016770 Agricultural Construction	AG CONSTR	AG ED
016753 Agricultural Machinery	AG MACH	AG ED
016730 Agricultural Management & Economics	AG MGMT-EC	AG ED
016751 Agricultural Power 1	AG POWER-1	AG ED
016752 Agricultural Power 2	AG POWER-2	AG ED
016710 Agricultural Science 1 (Animal Science)	AG SCI-1	AG ED
016760 Agricultural Science 2 (Plant Science)	AG SCI-2	AG ED
016720 Agricultural Structures	AG STRUCTR	AG ED
016711 Animal Science	ANIMAL SCI	AG ED
016743 Biotechnology	BIOTECH	AG ED
016759 Conservation of Natural Resources	CONS NAT R	AG ED
016761 Crop Science	CROP SCI	AG ED
016744 Equine Science	EQUINE SCI	AG ED
016763 Floriculture	FLORICULTR	AG ED
016790 Food Science and Technology	FOOD SCI	AG ED
016762 Forest Management	FOREST MGMT	AG ED
016765 Greenhouse Operation & Mngmnt	GREENHS OP	AG ED
016764 Landscaping	LANDSCAPE	AG ED
016766 Nursery Operation & Management	NURS OPER	AG ED
016780 Supervised Agricultural Experience - Cooperative	SAE CO-OP	AG ED
016785 Supervised Agricultural Experience - Supervision	SAE SUPV	AG ED
016767 Turf Management	TURF MGMT	AG ED
016745 Veterinary Science	VET SCI	AG ED
016798 Agriculture Departmental Duties	AG DEPT	AG ED
016797 Agriculture Supervisor	AG SUPV	AG ED at any grade level with Graduate Degree
✓ 02 ART		
024100 Art	ART	ART (Art I may be taught at HS level on ART 7-9 as well as K-12 or 7-12)
024110 Art Appreciation & History	ART APPREC	ART
024123 Arts & Crafts	ARTS-CRAFT	ART (may be taught at HS level on ART 7-9 as well as K-12 or 7-12)
024126 Ceramics	CERAMICS	ART
024190 Commercial Art	COMM ART	ART
024140 Design	DESIGN	ART
024150 Drawing	DRAWING	ART

COURSE CODE/NAME	ABBREVIATION	CERTIFICATE REQUIRED
024155 Drawing & Painting	DRWG-PNTG	ART
024170 Graphics & Printmaking	GRPH-PRNMG	ART
024128 Jewelry	JEWELRY	ART
024160 Painting	PAINTING	ART
024130 Photography	PHOTOGRPHY	ART with course work or experience in Photography (SUPV APPROVAL)
024135 Sculpture	SCULPTURE	ART
024199 Other Art	OTHER ART	ART
024198 Art Departmental Duties	ART DEPT	ART at any grade level
024197 Art Supervisor	ART SUPV	ART at any grade level with Graduate Degree
✓ 03 BUSINESS (Certification requires VOC BS ED if course is an approved career education course. An asterisk (*) indicates courses that are never approved as career education courses.)		
034310 Accounting I	ACCT I	BS ED, VOC BS ED, ACCT, VOC BS ED COOP, CAREER BUS ED
034312 Accounting II	ACCT II	BS ED, VOC BS ED, ACCT, VOC BS ED COOP, CAREER BUS ED
034208 Administrative Assistant/Secretarial Science, General	SECRET*	BS ED
034303 Banking & Financial Services	BANKING	BS ED, VOC BS ED, VOC BS ED COOP, CAREER BUS ED
034320 Business Communications	BUS COMMUN	BS ED
034332 Business Economics	BUS ECON	BS ED
034321 Business Law	BUS LAW	BS ED
034301 Business Management/Leadership	BUS MGMT	BS ED
034322 Business Mathematics	BUS MATH*	BS ED
034201 Business Systems Analysis & Design	SYS ANA*	BS ED
034330 Business Technology	BUS TECH	BS ED, VOC BS ED, VOC BS ED COOP, INFO PROC/GEN OFF, CAREER BUS ED
034210 Career Pathways for the Teaching Profession	CAR PATH	BUS ED
034355 Computer Programming	COMP PROG	BS ED, VOC BS ED, COMP PROG/NET ADMIN, VOC BS ED COOP, CAREER BUS ED
034353 Graphic Arts/Desktop Publishing	DKTP PUB	BS ED, VOC BS ED, VOC BS ED COOP, CAREER BUS ED
034392 Digital Communications	DIG COMM	BS ED, VOC BS ED, VOC BS ED COOP, CAREER BUS ED
034037 E-Business	E-BUS	BS ED, VOC BS ED, VOC BS ED COOP, CAREER BUS ED
034305 Entrepreneurship	ENTREPRE	BS ED
034204 Human Resources Management	HRES MGMT*	BS ED

COURSE CODE/NAME	ABBREVIATION	CERTIFICATE REQUIRED
034207 Insurance & Risk Management	INS MGMT*	BS ED
034391 International Business	INAT BUS	BS ED
034300 Introduction to Business	INTRO BUS*	BS ED
034390 Keyboarding	KEYBOARD*	BS ED
034205 Legal Administrative Assistant/Secretary	LEG SEC*	BS ED
034206 Medical Administrative Assistant/Secretary	MED SEC*	BS ED
034352 Computer Applications	COMP APP	BS ED, VOC BS ED, INFO PROC, VOC BS ED COOP, CAREER BUS ED
034356 Multimedia	MULTIM	BS ED, VOC BS ED VOC BS ED COOP, CAREER BUS ED
034354 Network Administration	NETW ADM	BS ED, VOC BS ED, COMP PROG/NET ADMIN, VOC BS ED COOP, CAREER BUS ED
034345 Recordkeeping	RECORDKEEP*	BS ED
034370 Shorthand/Speedwriting/Notetaking	STHD-SP WR*	BS ED
034380 Supervised Business Experience	SPV BUS EX	VOC BS ED COOP, BUS ED COOP
034393 Web Design	WEB DES	BS ED, VOC BS ED, VOC BS ED COOP, CAREER BUS ED
034203 Office Supervision & Management	OFF SUPV*	BS ED
034398 Business Education Departmental Duties	BS ED DEPT	BS ED
034397 Business Education Supervisor	BS ED SUPV	BS ED

✓ 04 **MARKETING AND COOPERATIVE EDUCATION**

040009 Advertising	ADV	MARKETING
040008 Business Administration	BUS ADMIN	MARKETING
040010 Business Ownership/Management	BS OWN-MGT	MARKETING
040020 Career Pathways for the Teaching Profession	CAR PATH	MARKETING
040003 Cooperative Career Education 1	CCE-1	COE, COOP VOC ED, COOP CAREER ED
040004 Cooperative Career Education 2	CCE-2	COE, COOP VOC ED, COOP CAREER ED
040011 Entrepreneurship	ENTREPRE	MARKETING
040013 Fashion Merchandising	FASH MDSE	MARKETING
040012 Free Enterprise Economics	FREE EN EC	MARKETING
040018 Hospitality Management	HOSP MGMT	MARKETING
040016 International Marketing	INTNAT MKT	MARKETING
040015 Internet Marketing	INT MKTG	MARKETING
040019 Leadership in the Workplace	LDRSHP WKPL	MARKETING
040005 Management	MGMT	MARKETING
040001 Marketing, Fundamentals of	MKTG-1	MARKETING
040002 Marketing - Advanced	MKTG-2	MARKETING
040006 Retailing	RETAILING	MARKETING
040007 Salesmanship	SALEMANSHP	MARKETING
040014 Sports and Entertainment Marketing	SPT ENT MKTG	MARKETING
040017 Travel and Tourism	TRAVL	MARKETING

COURSE CODE/NAME	ABBREVIATION	CERTIFICATE REQUIRED
040081 Supervised Cooperative Occupational Education Employment	SV COE EMP	COE, COOP VOC ED, COOP CAREER ED
040080 Supervised Marketing Education Emp	SV MKT EMP	MARKETING
✓ 05 LANGUAGE ARTS (ENGLISH)		
054821 American Literature	AMER LIT	ENG, LANG ARTS
054806 Applied Communications	APLD COMM	ENG
054820 Appreciation of Literature	LITERATURE	ENG, LANG ARTS
054818 Bible Literature	BIBLE LIT	ENG
054829 Black Literature	BLACK LIT	ENG
054861 College Prep English	C PREP ENG	ENG
054803 Communications (Written)	COMMUNTNS	ENG, LANG ARTS
054804 Composition	COMPOSITN	ENG, LANG ARTS
054822 Contemporary Literature	CONTMP LIT	ENG
054805 Creative Writing	CREAT WRTG	ENG, LANG ARTS
054865 English for Speakers of Other Languages	ESOL	ESOL or SUPV APPROVAL
054823 English Literature	ENG LIT	ENG, LANG ARTS
054864 Ethnic Literature	ETHNIC LIT	ENG
054890 Family Literacy	FAM LIT	ADULT EDUC or SUPV APPROVAL
054817 Folklore	FOLKLORE	ENG
054801 Grammar	GRAMMAR	ENG, LANG ARTS, ELEM, MIDDLE
054824 Great Books	GREAT BOOK	ENG, LANG ARTS
054800 Language Arts (English)	LANG ARTS	ENG, LANG ARTS, PK-3, ELEM, MIDDLE
054809 Mass Media	MASS MEDIA	ENG, JOURN
054850 Mythology	MYTHOLOGY	ENG, LATIN
054825 Novel, The	NOVEL	ENG
054826 Poetry	POETRY	ENG
054802 Practical English	PRACT ENG	ENG
054841 Reading	READING	RD SP, PK-3, ELEM, MIDDLE, ENG
054840 Supplemental Reading	SUPP READ	PK-3, ELEM, MIDDLE, ENG, RD SP
054891 Supplemental Communication Arts	SUP COM ARTS	ELEM, PK-3, MIDDLE, LANG ARTS, ENG
054863 Satire and Humor	SATR-HUMOR	ENG
054819 Science Fiction	SCI FICT	ENG
054845 Shakespeare	SHAKESPEAR	ENG
054827 Short Story, The	SHRT STORY	ENG
054862 Vocational/Career English	CAREER ENG	ENG
054828 World Literature	WORLD LIT	ENG
054860 Word Study (includes Semantics)	WORD STUDY	ENG
054899 Other Language Arts	O LANG ART	ELEM, ENG, LANG ARTS
054898 Language Arts Department Duties	LA DEPT	ELEM, ENG, LANG ARTS at any grade level
054897 Language Arts Supervisor	LA SUPV	ENG, LANG ARTS, RD SP at any grade level with Graduate Degree

COURSE CODE/NAME	ABBREVIATION	CERTIFICATE REQUIRED
✓ 05 JOURNALISM		
054810 Journalism	JOURNALISM	JOURN
054811 Photography	PHOTOGRPHY	JOURN with experience or coursework in photography
054830 School Publications	SCHOOL PUB	JOURN
✓ 05 SPEECH AND DRAMATICS		
056510 Debate	DEBATE	SP THTRE, SPEECH
056520 Dramatics	DRAMATICS	SP THTRE, DRAMA
056545 Oral Interpretation	ORAL INTRP	SP THTRE, SPEECH
056501 Public Speaking	PUB SPEAK	SP THTRE, SPEECH
056530 Radio and Television	RADIO-TV	SP THTRE, JOURN, DRAMA
056500 Speech	SPEECH	SP THTRE, SPEECH
056540 Stagecraft	STAGECRAFT	SP THTRE, DRAMA
056550 Theatre Arts	THTRE ARTS	SP THTRE, DRAMA
056599 Other Speech and Dramatics	O SPCH-DRM	SP THTRE, SPEECH, DRAMA
056598 Speech and Dramatics Departmental Duties	SP DR DEPT	SP THTRE, SPEECH, DRAMA, at any grade level
✓ 06 FOREIGN LANGUAGES		
060000 Introduction to Foreign Languages	INTRO LANG	Any foreign language
062000 American Sign Language	ASL	Any certificate at any grade level
069010 Chinese	CHINESE	CHINESE (Special Certificate)
064900 French	FRENCH	FRENCH
065100 German	GERMAN	GERMAN
067100 Hebrew	HEBREW	HEBREW
069020 Italian	ITALIAN	ITALIAN
068000 Japanese	JAPANESE	JAPANESE (Special Certificate)
065700 Latin	LATIN	LATIN
066200 Russian	RUSSIAN	RUSS
066300 Spanish	SPANISH	SPAN
060099 Other Foreign Language	O FGN LANG	SUPV APPROVAL
060098 Foreign Language Departmental Duties	FGN L DEPT	Any foreign language certificate at any grade level
060097 Foreign Language Supervisor	FGN L SUPV	Any foreign language certificate at any grade level with Graduate Degree
✓ 07 HEALTH OCCUPATIONS		
070901 Dental Assistant	DEN ASST	DENTAL ASSISTANT
070903 Dental Laboratory Technician	D LAB TC	DENTAL LAB TECH
070906 Health Service Aide	HLTH S AID	HLTH AID, NURSING OTH, HLTH PROF, RELATED SERVICES OTH
070927 Health Information/Medical Records Technology	HLTH INFO	MED TRANS
070907 Emergency Medical Technician	EM TECH	EMERGENCY MED TECH
070917 Medical Assistant	MED ASST	MED ASST
070913 Medical Laboratory Assistant	MLAB ASST	MED LAB ASST
070929 Medical Laboratory Technology	MLAB TC	MED LAB TECH
070933 Medical Transcription	MED TRANS	MED TRANSCRIPT

COURSE CODE/NAME	ABBREVIATION	CERTIFICATE REQUIRED
✓ 08 PHYSICAL EDUCATION AND HEALTH		
086010 Adaptive Physical Education	ADAPT PE	PE
086020 Athletic Practice/Conditioning	ATH PRAC-C	Any certificate at any grade level
086025 Body Conditioning	BODY CONDN	PE
087100 Driver Education	DRIVER ED	DR ED
087180 Driver Education Lab	DR ED LAB	DR ED
087198 Driver Education Departmental Duties	DR ED DEPT	DR ED
085311 First Aid	FIRST AID	DR ED, or HEALTH or PE with course work in First Aid
085300 Health	HEALTH	HEALTH (or PE if certificated on or before 7/1/83)
085397 Health Supervisor	HLTH SUPV	HEALTH (or PE if certificated on or before 7/1/83) with Graduate Degree
085398 Health Departmental Duties	HLTH DEPT	HEALTH at any grade level
086030 Lifetime Sports	LIFE SPORT	PE
086045 P.E. & Health Combination	PE-HLTH	PE <u>and</u> HEALTH (or PE only if certificated on or before 7/1/83)
086000 Physical Education	PE	PE
085310 Physiology & Anatomy	PHYS-ANAT	HEALTH
085312 Safety	SAFETY	DR ED, or HEALTH or PE with course work in Safety
086035 Team Sports	TEAM SPORT	PE
086099 Other Physical Education	OTHER PE	PE
086098 Physical Education Departmental Duties	PE DEPT	PE at any grade level
086097 Physical Education Supervisor	PE SUPV	PE at any grade level with Graduate Degree

✓ 09 FAMILY AND CONSUMER SCIENCES EDUCATION

(If course is an approved Career Education course, must have VOC HE/FACS certificate)

096822 Apparel and Textiles (Advanced)	APP ADV	VOC HE/FACS, GEN HE/FACS, FACS
096820 Apparel and Textiles (Intermediate)	APP INT	VOC HE/FACS, GEN HE/FACS, FACS
096801 Career and Family Leadership	CFL	VOC HE/FACS, GEN HE/FACS, FACS
096803 Career Development/ Entrepreneurship	CAREER ENT	VOC HE/FACS, GEN HE/FACS, FACS
096802 Career Exploration (Middle, Junior and High school grades)	CAREER EXP	VOC HE/FACS, GEN HE/FACS, FACS
096826 Child Development, Care and Guidance (Advanced)	CHLD DEV-A	VOC HE/FACS, GEN HE/FACS, FACS
096821 Child Development, Care and Guidance (Intermediate)	CHLD DEV-I	VOC HE/FACS, GEN HE/FACS, FACS
096800 Discovering Family and Consumer Sciences (Elementary, Middle and Junior High grades)	DISC FACS	VOC HE/FACS, GEN HE/FACS, FACS
096814 Family/Consumer Resource Management	FAM/CONRS	VOC HE/FACS, GEN HE/FACS, FACS

COURSE CODE/NAME	ABBREVIATION	CERTIFICATE REQUIRED
096840 Family/Individual Health (meets MSIP .5 unit health requirement)	FAM HEALTH	VOC HE/FACS
096823 Family Living and Parenthood	FAM LIVING	VOC HE/FACS, GEN HE/FACS, FACS
096829 Foods, General	FOODS GEN	VOC HE/FACS, GEN HE/FACS, FACS
096827 Food Science	FOOD SCI	VOC HE/FACS, GEN HE/FACS, FACS
096818 Housing Environments and Design	HOU ENVIR	VOC HE/FACS, GEN HE/FACS, FACS
096815 Pro Start I	PRO STAR I	VOC HE/FACS, GEN HE/ FACS, FACS
096816 Pro Start II	PRO STAR II	VOC HE/FACS, GEN HE/ FACS, FACS
096824 Nutrition and Wellness	NUTR/WELL	VOC HE/FACS, GEN HE/FACS, FACS
096898 Family and Consumer Sciences Departmental Duties	FCS DEPT	VOC HE/FACS, GEN HE/FACS, FACS
✓ 09 OCCUPATIONAL FAMILY AND CONSUMER SCIENCES EDUCATION (Career Education)		
096834 Adult Development & Aging	ADULT DEV	HUMAN DEV ADULT, HOME SERVICE WRKR & MGRS
096832 Apparel and Textile, General	APP TEX	CLOTH/APPAREL/TEXT WRKR & MGRS, APP TEX
096825 Apparel & Textile Marketing Management	APP MKT	CLOTH/APPAREL/TEXT WRKR & MGRS, APP TEX, APPAREL & TEXTILES
096843 Business Family & Consumer Science/ Human Services	BUS FACS	VOC HE/FACS, GEN HE/FACS, FACS
096842 Career Pathways for the Teaching Profession	CAR PATH	VOC HE/FACS, GEN HE/FACS, FACS
096831 Child Care Aide/Assistant	CH CARE AD	HUMAN DEV/CHILD CARE, CHILD CARE GUID WORK/ MNGT
096804 Culinary Arts/Chef Training	CUL ARTS	FOOD MGMT & REL, CULINARY ARTS, FOOD & BEV REST OPER MNGR
096836 Facilities Planning & Management	FACILITIES	HOME SERVICE WRKR & MGRS, HOME FURN/ EQUIP INST/CONSULT
096839 Family & Consumer Sciences Related Occupations Cooperative Education	FCS OC COP	VOC FACS OT, VOC FACS COOP OTH
096846 Fashion Design	FASH DSGN	CLOTH/APPAREL/ TEXT WRKR & MGRS, APP TEX, APPAREL & TEXTILES
096833 Food Preparation/Professional Cooking/ Kitchen Assistant	FOOD SERV	FOOD MGMT & REL, CULINARY ARTS, FOOD & BEV REST OPER
096844 Food Service Systems Administration/ Management	INS FD SE	FOOD MGMT & REL, INST FOOD WRKR/ADMIN, CULINARY ARTS, FOOD & BEV REST OPER

COURSE CODE/NAME	ABBREVIATION	CERTIFICATE REQUIRED
096835 Home Furnishings and Equipment Installers	HM FURN SV	HOME FURN, HOUSING & HOME ENV
096805 Restaurant, Culinary & Catering Management	RESTAURANT	FOOD MGMT & REL, INST FOOD WRKR/ADMIN, CULINARY ARTS, FOOD & BEV REST OPER
✓ 10 INDUSTRIAL TECHNOLOGY (Not Approved as Career Education Courses)		
105431 Architectural Structures and Design Technology	ARCH DSGN	IND (ARTS) TECH
105401 Bio-Technology	BIO-TECH	IND (ARTS) TECH
100402 Children's Engineering Elementary (grades 3-6)	CHLD ENGR	Any Cert with Bachelors Degree (Must complete PLTW Summer Institute)
105441 Communications Electronics Technology	COM ELECTR	IND (ARTS) TECH
105424 Construction Technology	CONSTR TEC	IND (ARTS) TECH
105430 Drafting and Design Technology	DRFT-DESGN	IND (ARTS) TECH
105440 Electricity/Electronics Technology	ELEC-ELTRN	IND (ARTS) TECH
105400 Elementary School Technology Education K-6	EL TEC K-6	IND (ARTS) TECH
105433 Engineering Graphics Technology	ENGR GRAPH	IND (ARTS) TECH
105425 Engineering Materials Technology	ENGR MAT	IND (ARTS) TECH
105407 Engineering Technology Education	ENGR TECH	IND (ARTS) TECH
105408 Enterprise	ENTERPRISE	IND (ARTS) TECH
105450 Exploration of Technology/Industrial Technology 9-12	EX IND TEC	IND (ARTS) TECH
100424 Exploring Technology Careers IA (6-8)	EX TECH CAR IA	IND (ARTS) TECH
100425 Exploring Technology Careers IB (6-8)	EX TECH CAR IB	IND (ARTS) TECH
100426 Exploring Architecture & Construction	EX ARCH CON	IND (ARTS) TECH
100427 Exploring Communications Technology	EX COMM TECH	IND (ARTS) TECH
100428 Exploring Engineering	EX ENG	IND (ARTS) TECH
100429 Exploring Information Technology	EX INF TECH	IND (ARTS) TECH
100430 Exploring Manufacturing	EX MFG	IND (ARTS) TECH
100431 Exploring Transportation & Distribution	EX TRAN DIST	IND (ARTS) TECH
100403 Gateway to Engineering Middle School (grades 6-8)	GTWY ENG	Any Cert with Bachelor's Degree (Must complete PLTW Summer Institute)
105492 Graphic Communications Technology	GR COMMUN	IND (ARTS) TECH
105421 Industrial Ceramics Technology	IND CERAM	IND (ARTS) TECH
105470 Industrial Metals Technology	IND METALS	IND (ARTS) TECH
105422 Industrial Plastics Technology	IND PLSTCS	IND (ARTS) TECH
105482 Industrial Woods Technology	IND WOODS	IND (ARTS) TECH
105402 Interdisciplinary Approaches to Technology	APPRCH TEC	IND (ARTS) TECH
105435 Introduction to Communication Technology	COMMUN	IND (ARTS) TECH
105410 Introduction to Energy & Power Technology	ENGY-POWER	IND (ARTS) TECH

COURSE CODE/NAME	ABBREVIATION	CERTIFICATE REQUIRED
105420 Introduction to Materials & Processing Technology	MATRL-PROC	IND (ARTS) TECH
105405 Introduction to Technology/ Industrial Technology 6-9	IN TEC 6-9	IND (ARTS) TECH
100423 Invention & Innovations (grades 6-8)	INVNT INN	IND (ARTS) TECH
105423 Manufacturing Technology	MFG TECH	IND (ARTS) TECH
105411 Power Mechanics Technology	POWER MECH	IND (ARTS) TECH
105406 Research and Development	RSCH-DEVEL	IND (ARTS) TECH
105409 Technology Problem Solving	TECH PROB	IND (ARTS) TECH
105442 Technology Systems Control	TECH SYS	IND (ARTS) TECH
105414 Transportation Systems	TRANS SYS	IND (ARTS) TECH
105432 Video Production Technology	VIDEO TECH	IND (ARTS) TECH
105499 Other Industrial Technology/ Technology Education	O IND TECH	IND (ARTS) TECH
105498 Industrial Technology Departmental Duties	IND T DEPT I TEC DEPT	IND (ARTS) TECH at any grade level
105497 Industrial Technology Supervisor	IND T SUPV I TEC SUPV	IND (ARTS) TECH at any grade level with Graduate Degree
✓ 10 PROJECT LEAD THE WAY (PLTW) (Career Education)		
100410 Aerospace Engineering	AERO ENG	Any Cert with Bachelor's Degree (Must complete PLTW Summer Institute)
100409 Biotechnology Engineering	BIO ENG	Any Cert with Bachelor's Degree (Must complete PLTW Summer Institute)
100408 Civil Engineering & Architecture	CVL ENG ARCH	Any Cert with Bachelor's Degree (Must complete PLTW Summer Institute)
100407 Computer Integrated Manufacturing	COM INT MFG	Any Cert with Bachelor's Degree (Must complete PLTW Summer Institute)
100406 Digital Electronics	DIG ELECT	Any Cert with Bachelor's Degree (Must complete PLTW Summer Institute)
100422 Engineering Design & Development	ENG DES DEV	Any Cert with Bachelor's Degree (Must complete PLTW Summer Institute)
100405 Introduction to Engineering Design	INT ENG DES	Any Cert with Bachelor's Degree (Must complete PLTW Summer Institute)
100404 Principles of Engineering	PRIN ENG	Any Cert with Bachelor's Degree (Must complete PLTW Summer Institute)
✓ 11 MATHEMATICS		
115810 Algebra	ALGEBRA	MATH (Algebra I at HS level may be taught on Math 7-9 as well as 7-12)
115861 Algebra-Trigonometry	ALG-TRIG	MATH
115865 Analytical Geometry	ANALY GEO	MATH
115825 Applied Mathematics	APLD MATH	MATH

COURSE CODE/NAME	ABBREVIATION	CERTIFICATE REQUIRED
115820 Basic Mathematics (General or Functional Math)	BASIC MATH	MATH (May be taught at HS level on Math 7-9 as well as 7-12)
115866 Calculus	CALCULUS	MATH
115868 Consumer Mathematics	CONSM MATH	MATH (May be taught at HS level on Math 7-9 as well as 7-12)
115870 Elementary Functions (Pre-Calculus)	EL FUNCT	MATH
115830 Geometry	GEOMETRY	MATH
115800 Mathematics	MATH	MATH (May be taught at HS level on Math 7-9 as well as 7-12)
115840 Mathematical Analysis	MATH ANALYS	MATH
115815 Pre-Algebra	PRE-ALG	MATH (May be taught at HS level on Math 7-9 as well as 7-12)
115875 Probability and Statistics	PROB-STAT	MATH
115891 Supplemental Math	SUPP MATH	PK-3, ELEM, MIDDLE, MATH
115860 Trigonometry	TRGONOMTRY	MATH
115899 Other Mathematics	OTHER MATH	MATH
115898 Mathematics Departmental Duties	MATH DEPT	MATH at any grade level
115897 Mathematics Supervisor	MATH SUPV	MATH at any grade level with Graduate Degree
✓ 12 MUSIC		
125510 Band	BAND	IN MUS
126960 Chorus/Choir	CHORUS	V MUS
125530 Drum Corps	DRUM CORPS	IN MUS
126910 Fundamentals of Music	FUND MUSIC	IN MUS, V MUS
126940 Glee Club	GLEE CLUB	V MUS
125525 Guitar	GUITAR	IN MUS, V MUS
125500 Instrumental Music	INST MUSIC	IN MUS (may be taught at elementary level on V MUS)
125540 Jazz Band	JAZZ BAND	IN MUS
126920 Music Appreciation	MUSIC APPR	IN MUS, V MUS
125520 Orchestra	ORCHESTRA	IN MUS
126930 Theory and Harmony	THEORY	IN MUS, V MUS
126900 Vocal Music	VOC MUSIC	V MUS (may be taught at elementary level on IN MUS)
125599 Other Instrumental Music	O INST MUS	IN MUS
126999 Other Vocal Music	O VOC MUS	V MUS
125598 Music Departmental Duties	MUS DEPT	V MUS, IN MUS at any grade level
125597 Music Supervisor	MUS SUPV	V MUS, IN MUS at any grade level with Graduate Degree
✓ 13 SCIENCE		
135500 Aerospace	AEROSPACE	PHYS, EARTH, UNIFIED PHYS, UNIFIED EARTH (or SUPV APPROVAL)
134642 Applied Science	APLD SCI	BIOL, CHEM, any UNIFIED SCI
133810 Astronomy	ASTRONOMY	EARTH, GEN SCI, UNIFIED EARTH, PHYSICS

COURSE CODE/NAME	ABBREVIATION	CERTIFICATE REQUIRED
134200 Biology	BIOLOGY	BIOL, any UNIFIED SCI; or for advanced courses BIOL, UNIFIED BIOL
134210 Botany	BOTANY	BIOL, UNIFIED BIOL
134600 Chemistry	CHEMISTRY	CHEM, any UNIFIED SCI; or for advanced courses CHEM, UNIFIED CHEM
136000 Consumer Science	CONSUM SCI	GEN SCI, EARTH, BIOL, any UNIFIED SCI
133800 Earth Science	EARTH SCI	EARTH, GEN SCI, any UNIFIED SCI
134215 Ecology	ECOLOGY	BIOL, EARTH, GEN SCI, any UNIFIED SCI
133820 Geology	GEOLOGY	EARTH, UNIFIED EARTH
134230 Life Science	LIFE SCI	BIOL, GEN SCI, EARTH, any UNIFIED SCI
135010 Physical Science	PHYS SCI	GEN SCI, EARTH, CHEM, PHYS, any UNIFIED SCI
135900 Physics	PHYSICS	PHYS, any UNIFIED SCI; or for advanced courses PHYS, UNIFIED PHYS
135950 Physics First	PHYS FIRST	GEN SCI, EARTH, CHEM, PHYS, any UNIFIED SCI; or for advanced courses PHYS; UNIFIED PHYS
134221 Physiology & Anatomy	PHYS-ANAT	BIOL, UNIFIED BIOL
135910 Principles of Technology	PRIN-TECH	PHYS, any UNIFIED SCI
135000 Science, General	GEN SCI	GEN SCI, EARTH, any UNIFIED SCI
134220 Zoology	ZOOLOGY	BIOL, UNIFIED BIOL
134299 Other Biological Science	O BIOL SCI	BIOL, UNIFIED BIOL
135099 Other Science	OTHER SCI	SUPV APPROVAL
135098 Science Departmental Duties	SCI DEPT	Any science certificate at any grade level
135097 Science Supervisor	SCI SUPV	Any science certificate at any grade level with graduate degree

✓ 15 SOCIAL STUDIES

156683 Afro-American History	AF-AM HIST	SOC ST, SOC SCI
156651 American Government	AMER GOVT	SOC ST, SOC SCI, US GOVT
156692 American Heritage	AM HERITGE	SOC ST, SOC SCI
156661 American History	AMER HIST	AM HST, SOC ST, SOC SCI (AMER HIST I may be taught at HS level on SOC ST 7-9 as well as 7-12), ELEM
156680 Anthropology	ANTHROPLGY	SOC ST, SOC SCI
156664 Ancient & Medieval History	ANC-MED HS	SOC ST, SOC SCI
156665 Asian History	ASIAN HIST	SOC ST, SOC SCI, WD HST
156102 Behavioral Science	BEHAVR SCI	SOC ST, SOC SCI, BEH SC, PSYCH, SOCIOL
156610 Citizenship	CITIZENSHP	SOC ST, SOC SCI, CITZN
156691 Civil War Period	CIV WAR PD	SOC ST, SOC SCI, AM HST

COURSE CODE/NAME	ABBREVIATION	CERTIFICATE REQUIRED
156653 Comparative Government	COMPR GOVT	SOC ST, SOC SCI
156625 Consumer Education	CONSUM ED	SOC ST, SOC SCI
156666 Contemporary History	CONTMP HST	SOC ST, SOC SCI
156620 Contemporary Issues	CONTMP ISS	SOC ST, SOC SCI
156630 Economics	ECONOMICS	SOC ST, SOC SCI, ECON
156631 Economics at Work	ECON AT WK	SOC ST, SOC SCI, ECON
156667 European History	EUROPE HST	SOC ST, SOC SCI, WD HST
156671 Family Relations	FAMILY REL	SOC ST, SOC SCI
156640 Geography	GEOGRAPHY	SOC ST, SOC SCI, GEOG
156650 Government & Politics	GOVERNMENT	SOC ST, SOC SCI
156693 History of West	HIST-WEST	SOC ST, SOC SCI, AM HST
156652 International & Intercultural Relations	INTNL REL	SOC ST, SOC SCI
156668 Latin American History	LAT AM HST	SOC ST, SOC SCI
156675 Law and You	LAW-YOU	SOC ST, SOC SCI
156685 Minority Groups	MIN GROUPS	SOC ST, SOC SCI
156662 Missouri History	MO HIST	SOC ST, SOC SCI
156100 Psychology	PSYCHOLOGY	SOC ST, SOC SCI, PSYCH, COUNS
156669 Russian History	RUSS HIST	SOC ST, SOC SCI, WD HST
156600 Social Studies	SOC STUD	SOC ST, SOC SCI, ELEM, MIDDLE
156670 Sociology	SOCIOLOGY	SOC ST, SOC SCI, SOCIOL
156663 World History	WORLD HIST	SOC ST, SOC SCI, WD HST
156672 World Religions	WLD RELGNS	SOC ST, SOC SCI
156690 Other American History	O AM HIST	SOC ST, SOC SCI, AM HST, ELEM
156660 Other History	O HISTORY	SOC ST, SOC SCI
156699 Other Social Studies	O SOC STUD	SOC ST, SOC SCI, ELEM
156698 Social Studies Departmental Duties	SOC S DEPT	SOC ST, SOC SCI at any grade level
156697 Social Studies Supervisor	SOC S SUPV	SOC ST, SOC SCI at any grade level with Graduate Degree

✓ **17 TRADE AND INDUSTRIAL EDUCATION (Career Education)**

170100 Air Conditioning, Heating, Refrigeration	AIR-HEAT-R	HTG/AIR/REF MECH GEN, AIR CND/HTG/REF TECH
170401 Aircraft Mechanics, Airframe	AIRCRAFT-A	AIRCRAFT-AIRFRAME
170402 Aircraft Mechanics, Powerframe	AIRCRAFT-P	AIRCRAFT-POWERPLANT
170203 Architectural Design & Construction Technology	ARCH DSGN	ARCH ENG TECH
170301 Auto Body Repair	AUTO BODY	AUTO BODY REPAIR
170302 Auto Mechanics	AUTO MECH	AUTO MECH/TECH
170622 Aviation Management	AVIA MG	
170207 Biomedical Engineering–Related Technology	BIO ENG TECH	BIOMED ENG-REL
171101 Building Maintenance	BLDG MAINT	BLDG MAINT
173600 Cabinet Making and Millwork	CAB-MILLWK	CABINET MKR/MILLWKR
171001 Carpentry	CARPENTRY	CARPENTRY
170201 Civil Engineering	CIVIL ENG	CIVIL ENG/CIVIL TECH
170700 Commercial Art Occupations	COM ART OC	GRPH DES/COMM ART/IL
170900 Commercial Photography Occupations	CM PHTG OC	COMM PHOT
170102 Communications Electronics	COMM ELECT	COMM SYS INSTALL/REP
170104 Computer Installer & Repairer	COMP IN	COMP INST & REPR, ELECTRN EQ REP GEN

COURSE CODE/NAME	ABBREVIATION	CERTIFICATE REQUIRED
173101 Computer Servicing Technology	COMP SERV	COMP MAINT TECH, COMP INST & REPR, COMP SERV TECH
170609 Construction Technology	CONSTR TEC	CON/BLDG TECH
172602 Cosmetology	COSMETOLOGY	COSMETOLOGIST
170613 Criminal Justice Technology	CRIM JUST	LAW ENF/POLICE SCI
170503 Culinary Arts/Chef Training	CUL ARTS	CULINARY ARTS, FOOD MNGMT & REL, FOOD & BEV
171100 Custodial Services	CUSTODL SV	BLDG MAINT, HOME SERV WRKRS & MGRS, HOUSING & HOME ENV
171200 Diesel Mechanics	DIESEL MECH	DIESEL ENG MECH/REP
171300 Drafting and Design Technology	DRAFT-DSGN	DRAFTING GEN, ARCH ENG TECH
171600 Dry Cleaning and Laundering Services, General	DRY C-LNDY	DRYCLN/LAUNDR COMM
170206 Electrical, Electronic & Communications Engineering Technology	ELEC TECH	ELECT/COMM ENG TECH
171501 Electrical and Electronics Equipment Repair, General	ELEC EQ RP	EL/ELECTRN EQ REP GEN, ELECT/COMM ENG TECH, COMP MAINT TECH, COMM SYS INSTALL/REP, IND ELECT INST/REP
171400 Electrical and Power Transmission, Installation/Installer	ELEC POW	EL/PWR TRNS INST GEN, ELECTRICIAN
171002 Electrician	ELECTRICN	ELECTRICIAN
170208 Electromechanical Technology	ELMEC TECH	ELECTROMECH TECH
172801 Fire Control and Safety Technology	FIRE CONTL	FIRE CNT/SAFETY TECH, FIRE SCI/FIREFTNG
172803 Fire Science and Firefighting	FIREFIGHT	FIRE SCI/FIREFTNG, FIRE CNT/SAFETY TECH
170504 Food and Beverage/Restaurant Operations Manager	RESTAURANT	FOOD & BEV/REST OPER MGR, CULINARY ARTS,
171900 Graphic Arts Occupation	FOOD MNGMT & REL GRPH AR OC	GRAPH/PRT EQ OPR OTH, GRAPH/PRT EQ OPR GEN, DESKTOP PUB, GRAPH DES/COMM ART/ILLUSTR
170616 Heavy Equipment Maintenance and Repairer	HVY EQ MNT	HVY EQ MNT/REP
170623 Industrial Design	IND DES	INDUS DESIGN
171500 Industrial Electronics	IND ELECTR	IND ELECT INST/REP, ELECT/COMM ENG TECH, EL/ELECTRICIAN EQ REP GEN, IND TECH
170103 Industrial Equipment Maintenance Repair	IND EQ RPR	INDUS MACH MAINT/REP
170602 Industrial/Manufacturing Technology/ Technician	IN MAN TC	IND MANUFACT TECH, IND TECH
170603 Ironworking/Ironworker	IRONWORKER	IRONWORKER
172802 Law Enforcement Training	LAW ENF TR	LAW ENF/POLICE SCI
170212 Laser and Optical Technology/ Technician	LAS TECH	LASER & OPT TECH
172302 Machinist	MACHINIST	MACHINIST/MACH TECH

COURSE CODE/NAME	ABBREVIATION	CERTIFICATE REQUIRED
172310 Manufacturing Technology/Technical	MFG TC	MANUFACT TECH
172200 Marine Maintenance	MARINE MNT	MARINE MNT/FITTER, MARINE MNT/SHIP REPR
171004 Masonry	MASONRY	MASON/TILE SETTER
172399 Metal Fabrication	METAL FAB	MACHINIST/MACH TECH, WELDER/WELDING TECH, METAL FAB
170303 Motorcycle Mechanics and Repair	MTR CYCLE	MOTORCYCLE MACH/REP
170305 Painter and Wallcoverer	PAINTER	PNTR/WALLCOVERER
171007 Pipefitting	PIPFT	PIPEFITTER, PLUMBER/PIPEFITTER
171008 Plumbing	PLMB	PLUMBER, PLUMBER/PIPEFITTER
170108 Radio and Television Broadcasting Technology/Technician	RTV BCAST	RADIO/TV BRDCAST TECH
172305 Sheet Metal	SHEET MTL	SHEET METAL WORKER
173100 Small Engine Repair	SM ENG RPR	SMALL ENG MECH/REP
170090 Trade & Industrial Supervised Emp.	SUPV T&I EMP	All T & I certs. valid for course
172307 Tool and Die Making	TOOL-DIE M	MACHINIST/MACH TECH
172306 Welding Technology	WELD TECH	WELDER/WELDING TECH

✓ **19 SPECIAL EDUCATION**

195000 Direct Service/Inst. Special Education	DSI SPECED	Any Special Education Cert
195100 Direct Service/Inst. Visually Impaired	DSI VI	VI Certification
195200 Direct Service/Inst. Hearing Impaired	DSI HI	HI Certification
195300 Direct Service/Inst. Severe Dev. Delay	DSI SDD	SDD Certification
195400 Direct Service/Inst. ECSE	DSI ECSE	ECSE Certification
195500 Direct Service/Inst. Speech/Lang Path	DSI SLP	SLP Cert or Approved Imp.
195610 Dep. Instr. Communication Arts	DI CA	Any Special Education Cert
195620 Dep. Instr. Mathematics	DI MATH	Any Special Education Cert
195630 Dep. Instr. Science	DI SCIENCE	Any Special Education Cert
195640 Dep. Instr. Social Studies	DI SOC STU	Any Special Education Cert
195700 Community-Based Instruction	COMM BASED	Any Special Education Cert
195800 Work Experience Instruction	WORK EXP	Any Special Education Cert
193000 Consult with Gen/Spec Ed	CONSULT	Any Special Education Cert
193100 Testing	TESTING	Any Special Education Cert
198600 Case Management of IEPs	CASE MGMT	Any Special Education Cert
192000 Extended School Year	E S Y	Any Special Education Cert

COURSE CODE/NAME	ABBREVIATION	CERTIFICATE REQUIRED
✓ 88 NON-TEACHING ASSIGNMENTS For non-teaching assignments (88xxxx) the third digit from the left generally matches the first digit of the position code (e.g., assignment 885200 and position code 50). Certificates must be at proper grade level unless otherwise noted.		
880000 Supplemental Assignment	SUPPL ASGN	Any certificate at any grade level
880010 Contracted Services	CNTRSRVS	Any certificate at any grade level
880020 School Age Care/After School	SACAS	None
881000 Superintendent	SUPT	SUPT
881100 Assistant Superintendent	ASST SUPT	Any certificate at any grade level with Graduate Degree
881300 Administrative Assistant	ADM ASST	Any certificate at any grade level with Graduate Degree
881400 Curriculum Coordinator	CURR COORD	Any certificate at any grade level with Graduate Degree
881500 Instructional Assistant	INSTR ASST	SUPT, any PRIN
881600 Director of Secondary Education	DIR SEC ED	SUPT, HS PRIN
881700 Federal Programs Coordinator	FED PRO COORD	Any certificate at any grade level
881750 Homeless Coordinator	HMLESS COORD	Any certificate at any grade level or Social Work Degree
881800 Career Education Administrator	VOC ADM	VOC DIR, VOC SPEC
881900 Special Education Administrator	SP ED ADM	SPEC ED ADMIN
882000 High School Principal	HS PRIN	HS PRIN
882100 Assistant High School Principal	A HS PRIN	HS PRIN
882200 Junior High Principal	JH PRIN	HS PRIN
882300 Assistant Junior High Principal	A JH PRIN	HS PRIN
882400 Middle School Principal	MS PRIN	Any PRIN
882500 Assistant Middle School Principal	A MS PRIN	Any PRIN
882600 Elementary Principal	EL PRIN	ELEM PRIN
882700 Assistant Elementary Principal	A EL PRIN	ELEM PRIN
882800 Director of Elementary Education	DIR EL ED	ELEM PRIN, SUPT
883000 High School Supervisor	HS SUPV	Any certificate with Graduate Degree
883010 Single Parent/Homemaker Coordinator	S PAR COOR	GUID, VOC SUPV, VOC DIR, PSYCH, or any vocational teaching certificate with Graduate Degree
883020 Career Education Supervisor	VOC SUPV	VOC DIR, VOC SUPV, VOC SPEC
883100 A+ Coordinator	A+ COOR	Secondary Teaching Certificate or Administrative Certificate
883110 Service Learning Coordinator	SRV LRN CO	Any certificate
883200 Junior High Supervisor	JH SUPV	Any certificate with Graduate Degree
883400 Middle School Supervisor	MS SUPV	Any certificate with Graduate Degree
883600 Elementary Supervisor	EL SUPV	Any certificate with Graduate Degree
883800 Special Education Process Coordinator	PROC COORD	Any Special Ed certificate with Graduate Degree
883900 General Supervisor	GEN SUPV	Any certificate with Graduate Degree
884000 High School Librarian	HS LIB	LIB, LIB MED SPEC
884097 Library Supervisor	LIB SUPV	LIB or LIB MED SPEC at any grade level with Graduate Degree

COURSE CODE/NAME	ABBREVIATION	CERTIFICATE REQUIRED
884098 Librarian Departmental Duties	LIB DEPT	LIB, LIB MED SPEC
884100 Learning Resource Director	LRN RS DIR	LRN RS DIR, LIB MED SPEC
884200 Junior High Librarian	JH LIB	LIB, LIB MED SPEC
884400 Middle School Librarian	MS LIB	LIB, LIB MED SPEC
884600 Elementary Librarian	EL LIB	LIB, LIB MED SPEC
884700 Instructional Media Technologist	IN MED TEC	IN MED TECH
884800 Instructional Technology Director	IN TEC DIR	Any certificate at any grade level
885000 High School Guidance	HS GUID	COUNS
885010 Vocational Special Needs Guidance	VO SN GUID	COUNS
885020 Vocational Placement Coordinator	VO PL SPEC	COUNS or any VOC cert.
885040 Vocational Evaluator	VOC EVAL	COUNS, VOC EVAL (Special Certificate)
885050 Sex-Bias Counselor	SEX BIAS	COUNS
885060 Single Parent/Homemaker Counselor	S PAR CNSL	COUNS
885097 Guidance Supervisor	GUID SUPV	COUNS at any grade level with Graduate Degree
885098 Guidance Departmental Duties	GUID DEPT	COUNS at any grade level
885200 Junior High Guidance	JH GUID	COUNS at any grade level
885400 Middle School Guidance	MS GUID	COUNS at any grade level
885600 Elementary Guidance	EL GUID	COUNS
887000 School Psychological Examiner	S P E	SPE
887200 School Psychologist	SCH PSYCH	SCHL PSYCH
887400 School Social Worker	SCH SOC WK	Degree in Social Work
887600 School Nurse	SCH NURSE	RN licensed by State Board of Nursing
887800 Parent Educator	PARENT ED	(See Exhibit 8)
887897 Parents as Teachers Supervisor	PAT SUPV	Parent Educator, teaching or administrative certificate
887900 Other Pupil Personnel	OTH P PER	According to duties
888100 Teacher Clerk	TEA CLERK	None (Needs HS diploma)
888200 Paraprofessional (Teacher Assistant)	PARAPRO	None (Needs 60 college hours/ or ParaPro Praxis)
888300 Career Education Teacher Aide	VOC T AIDE	None (Needs 60 college hours or approval by Career Education Special Needs)
888400 Administrative Clerk (Federal Programs -Clerk to Coordinator)	ADM CLERK	None
888500 Technology Technician/ Network Specialist	TEC/NET SP	None
889000 Diagnostic Speech/Language	P PATH	SPCH/LANG PATH listed on Professional Registry
889100 Audiologist	AUDIOL	Master's Degree in Audiology and one year supervised experience (or a Certificate of Clinical Competence)
889200 Educational Diagnostician	DIAGNOS	SPE, COUNS, SCH PSYCH, any Special Education certificate with Graduate Degree
889300 Occupational Therapist	OCC THERP	Listed on Professional Registry
889400 Physical Therapist	PHYS THERP	License issued by Missouri Board of Healing Arts
889500 Orientation and Mobility Specialist	MOBIL SPEC	ACVCP or contract with RSB
889600 Interpreter for Deaf	INTRP-DEAF	Licensed by Division of Professional Registration
889650 Language Translator	LANG TRANS	Approval by Federal or State

COURSE CODE/NAME	ABBREVIATION	CERTIFICATE REQUIRED
		Programs staff
889700 Home/School Coordinator	H-S COORD	Degree in Social Work or SUPV APPROVAL
889900 Vocational Adjustment/ Work Experience Coordinator	VAC/WEC	Approval by Division of Vocational Rehabilitation
✓ 99 MISCELLANEOUS (Certificates must be at proper grade level unless otherwise noted.)		
996000 Academic Program, Related On-Campus Instruction	ACAD ON-C	Certification in subject area
996001 Academic Program, Off-Campus	ACAD OFF-C	Certification in subject area
994025 ACT/SAT Preparation	ACT-SAT	Any certificate Exhibit 10 (cont'd)
990099 Advisor/Homeroom	ADV/HMRM	Any certificate at any grade level
999920 Allied Arts	ALLIED ART	ALLIED ARTS, ART, V MUS, IN MUS
994210 At Risk	AT RISK	Any certificate at any grade level
999940 Audiovisual	AUD-VISUAL	IN MED TECH, LIB, LRN RS DIR, LIB MED SPEC
994015 Basic Skills (Vocational)	VOC BAS SK	ELEM, any MIDDLE SCHOOL, MATH 7-12, ENG 7-12, LRN DS, MEN RT, MEN HAND, or Approval by Career Education Special Needs
999915 Cadet Teaching	CADET TEA	Any certificate
995050 Career Education	CAREER ED	COUNS, PROF COUNS
996300 Career Education Preparation	VOC PREP	IND ARTS, VOC PREP, (Special Certificate) or any career education certificate
995030 Career Education Resource Educator	VRE	COUNS, IND ARTS, any Special Education teaching certificate, or any career education teaching certificate with BACC degree
996800 Career Education Supplemental Teaching Assignment	VO SPL TEA	IND ARTS or any HS career education teaching certificate
997000 Career Exploration Program, Related On-Campus Instruction	C EX ON-C	Any certificate
997001 Career Exploration Program, Off-Campus	C EX OFF-C	Any certificate
991015 Community Service	COMMUN SER	Any certificate
991100 Computer Literacy	COMPTR LIT	Any certificate
991105 Computer Science	COMPTR SCI	Any certificate
991197 Computer Supervisor	COMP SUPV	Any certificate at any grade level with Graduate Degree
991198 Computer Departmental Duties	COMP DEPT	Any certificate at any grade level
999925 Dance	DANCE	DANCE (Special Certificate)
994400 Detention Center Services	DETEN CNTR	Any certificate
991010 Exploratory & Enrichment	EXP-ENRICH	Any certificate
990808 Gifted	GIFTED	GIFTED if state-funded program; any certificate if not state funded
990898 Gifted Departmental Duties	GIFT DEPT	GIFTED at any grade level if state-funded program; any certificate at any grade level

COURSE CODE/NAME	ABBREVIATION	CERTIFICATE REQUIRED
990897 Gifted Supervisor	GIFT SUPV	if not state funded GIFTED at any grade level with Graduate Degree if state-funded program; any certificate at any grade level with Graduate Degree if not state funded
998800 In-School Suspension	I-S SUSPEN	Any certificate at any grade level, excluding PK-3
993000 Junior ROTC	JR ROTC	ROTC or SUPV APPROVAL
994020 Life Skills	LIFE SKILL	Any certificate
999930 Library Science	LIB SCI	LIB, LIB MED SPEC
996400 Personal Finance	PERS FIN	Any certificate
990100 Philosophy	PHILOSOPHY	Any certificate
990000 Planning Time	PLAN TIME	None
993098 ROTC Departmental Duties	ROTC DEPT	ROTC or SUPV APPROVAL
993097 ROTC Supervisor	ROTC SUPV	ROTC or SUPV APPROVAL
999999 Study Hall	STUDY HALL	Any certificate at any grade level
994012 Study Skills	STDY SKILL	Any certificate
990088 Travel Time Between Buildings	TRAV TIME	None